

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
1255 Imperial Avenue, Room 750
San Diego, CA 92101
Phone: (619) 338-2799; Fax: (619) 338-2778
CAB MEETING MINUTES: June 13, 2013**

CALL TO ORDER

CAB Chair Jasmin Kirkland called the meeting to order at 3:20 p.m.

ROLL CALL

- Present: Awichu Akwanya; Jasmin Kirkland; Jeannine Nash; Ann Durham; Nelson Leone; Madeleine Baudoin
- Excused: Denise Reed; Mark Nanzer; Paul Moose; Keith Stevenson; Marcia Washington; Margie de Ruyter; Adriana Paulson; Rebecca Baez; Ana Briones-Espinoza
- Absent:
- Staff: Luke De Smet

ACCEPTANCE OF AGENDA

- Jeannine Nash motioned to accept the agenda. Ann Durham seconded the motion. The motion was carried.

APPROVAL OF APRIL 11, 2013 MINUTES

- Ann Durham motioned to approve the May 23, 2013 minutes. Jeannine Nash seconded the motion. The motion was carried.

ACTION ITEM: CAB MISSION STATEMENT

The proposed update to the CAB mission statement, as formulated at the 2012 CAB Retreat, was presented to the board:

“To advise and make recommendations on Community Action Partnership programs to strengthen the well-being of economically challenged individuals and families in San Diego county.”

Ann Durham motioned to accept the modified CAB mission statement. Madeleine Baudoin seconded the motion. The motion was carried.

DISCUSSION ITEM: CAB EXECUTIVE ELECTIONS

Jasmin Kirkland informed CAB that her term as Chair of the Board is coming to an end in August. CAB members agreed to hold CAB executive nominations as an action item during the July meeting, with the goal of having a new executive team in place by the August meeting.

CAB CHAIR’S REPORT – JASMIN KIRKLAND

Jasmin Kirkland thanked the CAP staff and CAB members who helped make the May Community Action Partnership Volunteer Recognition Event a success.

CAP PROGRAM DIRECTOR'S REPORT – Maggie Lujan

Maggie Lujan introduced herself to CAB as the new Program Director for Community Action Partnership and Refugee Services, taking over from interim director Maria Sanders. Ms. Lujan is a certified project manager, a Lean Six Sigma Green Belt, and is very familiar with the *Live Well, San Diego!* initiative. She is excited to work with CAB and CAP staff, as well as with Refugee Services, which will become more involved with programs under CAB's purview.

With both new CAB members and CAP staff coming on board, Juana Duenas suggested a training refresher for both new and existing board members, focusing on both the existing expectations for the board, as well as new standards that are being implemented by the State.

Ms. Duenas also suggested CAB begin preliminary work on the next CAP Plan. Now that the 2014-2015 CAP Plan has been completed and approved by the Board of Supervisors, preparations for drafting the 2016-2017 CAP Plan will begin this year. The first step is the needs assessment tool, which will help members of the community contribute their own thoughts and priorities to the CAP Plan. CAP staff would like as much input from CAB on the creation of the needs assessment tool as possible. Ms. Duenas suggested that the tool be a topic at the 2013 CAB Retreat

BOARD DISCUSSION

- Madeleine Baudoin, newly appointed Public Sector CAB member for District Three, introduced herself to CAB. Ms. Baudoin currently works with American Medical Response—San Diego, working as part of the Hoover High School FACES San Diego program, and has a history in both the health sector and in workforce development. Ms. Baudoin also works with the South Bay YMCA and with the Downtown Leadership Homeless Team.

ADJOURNMENT

Nelson Leone motioned to adjourn the meeting. Madeleine Baudoin seconded the motion. The meeting was adjourned at 4:05 p.m.

MINUTES APPROVED BY: Jasmin Kirkland (Chair)

Signature

Date

NEXT MEETINGS.

- July 11, 2013, 2:30 p.m.
- August 8, 2013, 2:30 p.m.
- September 12, 2013, 2:30 p.m.
- October 10, 2013, 2:30 p.m.